

UNITED STATES GOVERNMENT
Approved For Release 1999/09/27 : CIA-RDP86-00244R000100060002-8

Memorandum

TO : All Personnel - Engineering Branch, RECD/OL DATE: 2 FEB 1968

FROM : Chief, Engineering Branch, RECD/OL

SUBJECT: Project Engineer Responsibilities

1. The attached compilation, titled "RECD PROJECT ENGINEER RESPONSIBILITIES", was prepared to achieve the objective of assigning responsibility (within RECD) for project management to a designated Project Engineer (or Architect). This comprehensive listing of responsibilities reflects division policy as to the manner in which Project Engineers will be expected to manage their assigned jobs. The key aspect is INITIATIVE to see that project runs as smoothly as RECD can make it toward successful, timely and economic completion.

2. As of this date, Project Engineers are expected to work in accordance with concepts outlined in this attachment.

3. Suggestions for improvement of this concept are welcome, as are comments on troublesome points which may require further discussion.


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Att

Distribution:

- Original - OL/RECD Project
- 1 - EO/RECD/OL
- 1 - DC/RECD/OL
- 1 - C/RECD/OL
- 1 - OL/RECD/EB Chrono

OL/RECD/EB/  jad/3023
(1 February 1968)

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